

*Recd. from
Genl. Supr. Office*

Rules and Regulations

TO BE OBSERVED BY

Locomotive Engineers

IN THE EMPLOY OF THE

Central Pacific Railroad Company.

MARCH, 1874.

SAN FRANCISCO:

A. L. BANCROFT & CO., PRINTERS.

Central Pacific Railroad.

OFFICE GENERAL MASTER MECHANIC,

Sacramento, March 28, 1874.

TO ENGINEERS:

You are strictly enjoined to observe the following rules.

Rule 1.

The Locomotive you are running is under your charge, and you will be held responsible for its good working condition. In case you and your fireman cannot do the necessary work

upon it, you will report to your M. M., and in all cases where work has been done on your engine, you will, if it is possible for you to do so, inspect the work before leaving the engine house with your engine; and if the work has not been done in a good and workman-like manner, you will call the attention of your M. M. to it.

Rule 2.

You will look your engine and tender over thoroughly at the end of each trip. You will be held responsible for the condition of the *ash pan* and *smoke stack*, and will see that they are in good order, so as to prevent the escape of fire, that would be liable to endanger the train, or property upon the line of the road.

Rule 3.

The Fireman is under your charge, and you will do all you can to instruct

him in his duties, and teach him how to run a locomotive. Should he at any time refuse to obey your orders, you will report him to your M. M.

Rule 4.

Each engine will be supplied with a set of tools, jack screws, buckets, extra tender brasses, lanterns, flags, extra spring hangers, etc., and you will see that they are always upon your tender, and in good order. You will also see that your engine is supplied with a copper hammer, and in no case will you use a hard hammer on the bolts or keys. Time Card, Rule number 22:

22. Engineers must see that their engines are provided with a pair of jack-screws, which must at all times be kept in good order, extra spring hangers, flags, lanterns, and all tools necessary to meet casualties. They will not allow any person to ride on their engine, excepting the Foremen of snow-plows and repairs, or the Conductor of the train, without an order from the Superintendent or Master Mechanic.

Rule 5.

You will report to your M. M. any one taking tools or supplies of any kind from your engine, or defacing the paint or finished parts of your engine.

Rule 6.

You will in no case allow the furnace door to be opened for the purpose of regulating the steam, but will, in all cases see that the damper is used for that purpose; as running with the furnace door open is very injurious to the tubes, and liable to set fires along the road.

Rule 7.

You will be upon your engine, with your fireman, at least thirty minutes before leaving time.

Rule 8.

Do not open the cylinder cocks, or allow your engine to blow off steam when in the vicinity of teams.

Rule 9.

Your engine must be supplied with a Time Card, framed and put in a conspicuous place in the cab.

Rule 10.

When running on telegraph orders engineers must have a copy of such orders in their possession, and on no account will they leave a station without them. Time Card, Rule number 47:

47. *Telegraphic messages*, involving the movement of trains, *must be in writing*, and addressed to the Conductor and Engineer of the train, and shall be made *positive and defined, using plain and unmistakable terms*. The Conductor shall write his understanding of the order, which shall be read to the Engineer, and signed by both, which must in all cases be repeated back to the dispatching office; and the Dispatcher, if the order is correctly understood, will telegraph back "CORRECT." Operators will in no case sign the name of the Engineer to his understanding of the order, nor will the Conductor be

permitted to do so. All orders and messages in regard to the movement of trains must be written in full, and no abbreviations shall be used except 12 (How do you understand?) or 13 (I understand). Operators will not suffer an order to leave their possession until they shall have received and endorsed upon the same, "CORRECT," in answer to the 13 message of the Conductor and Engineer, nor until they have signed the same. No special engine or train will be allowed to run on verbal order, under any circumstances, on the main track outside of terminal or other yards. Such orders must be in writing, understanding taken, and "CORRECT" given in same manner as provided for telegraphic orders.

Rule 11.

When running double-header, the forward engine will start the train, and you, in all cases, must observe great care in starting, and not jerk the train so as to break the links or pins.

Rule 12.

You will allow no person, except your fireman, to move the engine while

doing train duty, and you will be held responsible for any accident that may happen to the engine while in his hands.

Rule 13.

Fuel, dirty waste, or chips, must not be thrown from your engine when upon the road. Return all dirty waste to storeroom, and have all wood, chips and coal that cannot be burned, taken off your tenders while in the yard.

Rule 14.

You will not allow your engine to be coupled to a train with a car link, but will see that it is supplied with a draw bar, and will always carry an extra one on the tender.

Rule 15.

When any accident occurs to your engine, while upon the road, you will report the same to General M. M. from the first telegraph station.

Rule 16.

When cattle or live stock of any kind are seen near the track, you will take no chances in attempting to drive them off by sounding the whistle. Time Card, Rule number 23:

23. Great care should be taken to prevent the killing of stock. COME TO A FULL STOP, IF NECESSARY. If an Engineer kills stock, when it is apparent that he might avoid doing so, the value of the stock so killed will be deducted from his pay. When a case occurs, the Engineer must report in writing to the Division or Assistant Superintendent, giving number of engine, number of train, names of conductor and fireman, and all other information which may be useful. Engineers, when running special trains or empty engines, will blow their whistle in obscure places to warn section men. Night Trains, when behind time, will also take the same precaution after daylight. Trains running in a fog or snow storm, behind time, will also warn section men of their approach in like manner.

Rule 17.

Be very particular and not let your engine slip the driving wheels; and when slipping, never let on sand until you have shut off steam.

Rule 18.

You will be held responsible for the neat and tidy appearance of your engines. No enginemen will be employed that are habitually untidy, or in the habit of drinking intoxicating liquors.

Rule 19.

You will in no case be allowed to carry more than 125 pounds of steam.

Rule 20.

It is not expected that rules can be made for your government at all times, but it is expected that all engineers will constantly bear in mind that they occupy a very responsible position, and

that the lives of passengers, employees, and the property of the Company depend more upon you for safety than any other employee on the train.

Rule 21.

Engineers and firemen are expected to give at least two weeks' notice of their intention to leave the service of the Company.

Any violation of the above Rules will not be tolerated. It will be the duty of Master Mechanics to see that every Engineer on their Division is supplied with a copy of these Rules, and that they are strictly enforced.

Time Card rules to which especial attention is called.

12. Although the Conductor has charge of the train, the Engineer will not therefore be considered blameless if he run any unnecessary risk on the road, without all the prescribed precautions being observed which are necessary to perfect safety. Nor will he be relieved from

all blame if he proceeds in violation of instructions or orders, even should the Conductor, from negligence or misapprehension, direct him so to do.

18. Engineers will not start with the train until they are directed by the Conductor, and must invariably *start* with care, and see that he has the whole of the train before getting beyond the limits of the station; and must run the train as nearly on time as possible, arriving at the stations neither too soon nor too late; and, to insure greater safety, will in all cases before starting passenger trains from a terminal station, apply the air-brake, to make sure that the pump and hose are in proper order. When approaching stations, where trains are to be met or passed, reduce speed at a sufficient distance from the switch to give full control of the train by hand-brakes in case of failure of air-brakes. Approach all stations with care, as switches are liable to be misplaced.

19. Engineers must sound the whistle when within one half mile of a station, and ring their bell when within eighty rods of a highway crossing, and continue ringing until it is passed. A neglect of this precaution, required by law, will be sufficient cause for dismissal.

26. Engineers or Firemen should look back frequently to see that all is right; and in case the Train has broken apart, *great care* must be taken to keep the forward end out of the way of detached part; and if on a down grade, the forward part of the Train will keep moving, even to the next Station if necessary.

If detached portion of Train is out of sight, and it is necessary to back up, before doing so, if on a down grade, allow ample time to elapse before starting, and send a man back with flag at least fifteen (15) minutes before moving; and if there is no brakeman on top of Train, after flag has been sent back, the Engineer will send his fireman out on Train to keep watch and give necessary signals; then move with great care, stopping at all obscure places, unless it is certain that the rear part of Train is at a stand and will not move until reached. Every precaution must be used to prevent accidents. *Take no chances.*

A. J. STEVENS,

General M. M.

APPROVED.

A. N. TOWNE,

Gen'l Supt.